CLERKHILL PRIMARY SCHOOL – PARENT COUNCIL/ PSA MEETING

Thursday 1st September 2022

**Attendees:**

Kathryn Melvin, Catherine Matthew, Laura Birnie, Stacey Runcie, Ann-Louise Murray, Elaine Macintosh, Christina Simpson, Stacey McKenzie, Stephanie Steele, Michelle Elphinstone, Nicola Beagrie, Vivian Kelman, Cheryl Lawrence, Karen Forbes, Michelle Penfold, Louise Brown, Mariane West, Emma McCluskey, Vicky Duthie, Sharon Brown, Stefannie Whyte, Isla Smillie

**Apologies:** Councillor Smith, Councillor Simpson, Sharon Smith, Karen MacKenzie, Claire Buchan, Jordan Brown, Nicola Cameron, Donna Stephen, Deana Brown.

**Parent Council**

Laura Birnie Opened meeting and extended thanks to all for attending our first in person parent council/ PSA meeting since January 2020

**Approval of Minutes**

Approved by Karen and Catherine

**Appointment of Committee Roles**

* Chair – Laura Birnie – Nominated by Vicky, 2nd by Isla
* Vice Chair – Kathryn Melvin – Nominated by Laura, 2nd by Stephanie
* Secretary – Isla Smillie – Nominated by Laura, 2nd by Stacey
* Treasurer – Vicky Duthie – Nominated by Stacey, 2nd by Stephanie

**Head Teacher’s Report – Ann-Louise Murray**

Apology issued over change of plans for industrial action. Need to follow risk assessments for staff in school during strike action, and staff who are striking are under no obligation to say if they will be striking. On Tuesday the school was safe to open with exception of Primary 1 pupils but by Thursday it was not safe. If strike goes ahead some form of home learning will be available

Staffing update

* Shanna Cheyne has joined the ELC, Olivia Keller (P2K), Lorraine Bremner (P3F) and Sarah Arkwell (P6A)
* Laura Allen is now on a permanent contract, Mr Ajet and Jen Taylor are on fixed term contracts. Jenna Mitchell will offer McCrone cover 3 days per week.
* Miss A Stewart will soon be starting maternity leave
* Mrs N Findlater is leaving to take up a new role at the academy, Elaine Macintosh will cover until replacement found
* Currently there are 17 classes in the school, 502 pupils including 45 nursery pupils
* Colleen MacKey will continue her role as PT pupil support and Nicola Buchan has been appointed Principal Teacher for early years
* 59 new Primary 1’s have started and 20 new pupils of which 11 are out of zone and 9 have moved to zone
* The pupils voted to keep packed lunches and school dinners together in the big hall

Update on School Priorities for this term

* Raise attainment in reading and writing. Workshops being ran and developing further with the new schemes
* Development of Play Pedagogy in P1, P2 and P3, with skill-based learning for P4-P7. Mrs Stephen is an expert in child development skills. Meeting P1’s where they are and learning through play. The Covid recovery visit suggested to increase learning through play in P3. Louise Brown confirms it’s a great way for the children to learn and there are lots of webinars, ideas online etc for teachers to use. Goal is to remove the islands from the middles of the classroom areas and set up stations e.g., Lego, painting, soft areas. These types of learning encourage skills including turn taking, independency, creating and designing, time management. £50,000 saved from budget some of which can hopefully go towards this.
* Development and embedding of a robust profiling pupil lead approach and updating reporting templates. Want to create something owned by pupils. And reports need to give more detail if possible
* Development and implementation of high-level assessments
* Amendment of relationships policy and embedding of new school values. The catchphrase will be Reach Up, and the new school rules will be Ready, Respectful, Safe
* Pupil equity fund is £60,480 this session. This has allowed Mrs Laws to be released to John Muir group for outdoor learning. Also, Colleen MacKey will continue to work on the attainment of pupils 4 days per week. This will allow Nicola Buchan to commence as PT for early learning. It will fund a pupil support worker for 25 hours, and PSA hours for Primary 1. £6000 will be spent on literacy resources and it will fund the release of Elaine Macintosh and Linda Stephen for literacy and numeracy interventions

**“Great teachers focus not on compliance but on connections and relationships”**

**“No Significant learning can occur without a significant relationship”**

* **Parent Council Update – Laura Birnie**
* No Councillors here so unable to raise concerns on the safety of the playground. Broken glass and drug bags being found daily, and Janitor is trying best but it’s a huge task
* No formal update on new Academy progress
* Congestion issues – open to suggestions from parents for solutions – walking bus?
* Pupils voted for bells to come back
* Would need a vote to go back to staggered start to ease congestion around the school – parent council to set up a Microsoft form to be sent on Xpressions for Hard 9am start V 8:55-9:05 open doors

**PSA**

Kathryn welcomes everyone to the meeting and extends thanks for attending and to new members

**Approval of Minutes**

Approved by Laura and Isla

**Treasurers Report – Sharon Brown**

* Account Balance is £10,847
* Sponsored walk was biggest fundraiser raising £7657, other fundraising included the Elf sweetie boxes, Grinch Pancake Boxes, Bonus Balls, Raffles, Rag Bags and Calendars
* PSA gave school donation of £1835, funded the singing kettle, discos, and cinema trip, and donated £600 to Science and Nurture Hub.
* PSA asks what the school would like donation wise, and Ann-Louise confirms a contribution towards the play extension areas and Science and Nurture hubs supplies.
* The Sponsored walk could be used as a fundraiser specifically for Clever Touch TVs

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* Vice Chair – Stefannie Whyte – Nominated by Kathryn, 2nd by Isla
* Secretary – Isla Smillie – Nominated by Stefannie, 2nd by Stacey
* Treasurer – Stacey McKenzie – Nominated by Mariane, 2nd by Laura
* Money Counting – Vicky and Sharon
* Housekeeping – Mariane West and Stephanie Steele – Nominated by Kathryn, 2nd by Isla
* Discos will be first week of October, need to get more juice for these – should we revert to jugs of juice as the crush cups were getting spilled anyway
* Bank account needs to change to allow online banking and cashless raffles – school is now cashless
* Timeline of events for 2022/2023 will be attached to the email with minutes
* We need to be mindful of the cost of living with events this year, they need to be accessible to all families, of which many have limited disposable income
* Consensus is to not do pupil design Christmas cards this year due to the organisation it takes, but also the cost for families to buy them
* Photo Calendars for Christmas worked well last year so will do this again – helpers will come in to take photos etc
* Vicky confirmed Lets are in for the October discos. PSA helpers to man the discos and will do disco and games to save on money for a DJ
* Christmas buttery morning – date TBC, there will be a separate meeting about this nearer the time for organising
* Gambling licence has been granted, this will cover us to do raffles etc, need to fill a form out for every different raffle/ bonus ball.
* P1 parent gifts need to be re-imbursed to teachers who paid them by PSA, and there has been a post event price hike from Watermill Coaches of £340 more than the original £650 quoted for the cinema trips. Agreed we will just pay this but won’t use Watermill again for any school buses.

AOB

2022/ 2022 Meeting dates

* Thursday 3rd November at 6pm
* Thursday 19th January at 6pm
* Thursday 27th April at 6pm